



PAIDION

JOB DESCRIPTION CAREGIVER

Caregivers are recognized as a prominent part of our home health care programs. Personal Care consists of individual supported safety, maintenance and support primarily involving a combination of personal assistance and homemaker activities. As with other services, these activities are performed under the direction of the Care Plan and are to be followed exactly.

Pay Rate: \$14-\$16 per hour

Shifts: 1st, 2nd, 3rd and weekend shifts are available

Qualifications:

- Must be 18 years of age or older.
- Must be a high school graduate or have a GED or equivalent
- Ability to read and write in English, follow verbal and written instructions, and complete legible written reports of care given.
- Preferred - have a valid driver's license and at a minimum automobile liability insurance (25/50/15 coverage) for Tennessee for transporting an individual supported for appointments and community outings
- A caring and understanding attitude toward individuals who have intellectual and developmental disabilities, mental health conditions, the elderly, disabled or frail
- Ability to be flexible and tolerant of varied lifestyles
- Willingness and ability to work under supervision of House Manager and within the guidelines of the client requirements
- Patient and willing to learn

Experience

Agency may employ caregivers who do not have experience; however, we will provide training to assist caregivers in properly caring for each individual supported.

Duties of the Caregiver include:

- Provide or assist with any of the appropriate duties listed in the individual supported's ISP.
- Encourage the individual's supported representative or COS to be involved in care of the individual supported.
- Observe and report changes in the individual supported's condition, meal consumption, behaviors and cooking equipment failure to the House Manager.

- Maintain current progress notes indicating changes in the individual supported's behavior, problems that hinder service delivery, and additional needs of the individual supported.
- Complete the Individual Supported Service Record after each visit and include the documentation in the proper Individual Supported Service Binder for review of House Manager.
- Monitor the individual supported and their environments to address and report issues that impact the individual supported's health, safety, and welfare. The individual supported's observations include:
 - meal consumption
 - safety in the home
 - changes in the individual supported's physical or emotional condition
- Apply information acquired through training
- Adhere to the Agency's written code of ethics and dress code.

Caregiver's responsibilities include but are not limited to:

- Bathing (tub, shower)
- Partial bath (hands, face, back, bottom)
- Oral hygiene
- Hair care
- Shaving/Cosmetics application
- Skin care (Lotion/Moisturizers)
- Dressing
- Hand and foot care
- Cooking
- Cleaning
- Companionship
- Transportation

Other Activities essential to assisting the individual supported are:

- Homemaker duties
- Mobility
- Nutrition
- Medication
- Elimination
- Safety
- Reminding the individual supported to self-administer
- Assistance with correspondence